Approved For Release 2000/08/27: CIA-RDP78-02990A000100040066-6 OFFICE OF TRAINING

NOTICE No. 16-69

14 March 1969

SUBJECT: Establishment of Executive Assistant in the Office of Training

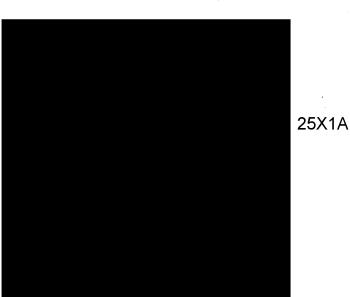
Effective this date, Chief, Plans and Management, OTR, is redesignated Executive Assistant to the Director of Training (OTR/EA). , is appointed Executive Assistant.

- In addition to the former duties of Plans and Management, the office of the Executive Assistant will also have responsibility for the review, coordination and processing of incoming and outgoing correspondence for the Director of Training. OTR/EA is also administratively responsible for OTR's representatives to the Defense Intelligence School, National Interdepartmental Seminar, and the Special Warfare Center at Fort Bragg, and for the work of the OTR Historian.
 - 3. Components within the office of the Executive Assistant are:

Plans Staff Management Staff Personnel Branch Budget and Fiscal Branch Security Officer Logistics Branch (formerly Supply and Services Branch) OTR Historical Office

Liaison

Defense Intelligence School National Interdepartmental Seminar Special Warfare Center, Fort Bragg



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John Richardson Director of Training

Distribution: Key 1-C

Group I Excluded from automatic

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